



# Division of Licensing Services

## Renew Your Appearance Enhancement or Barber License Online!

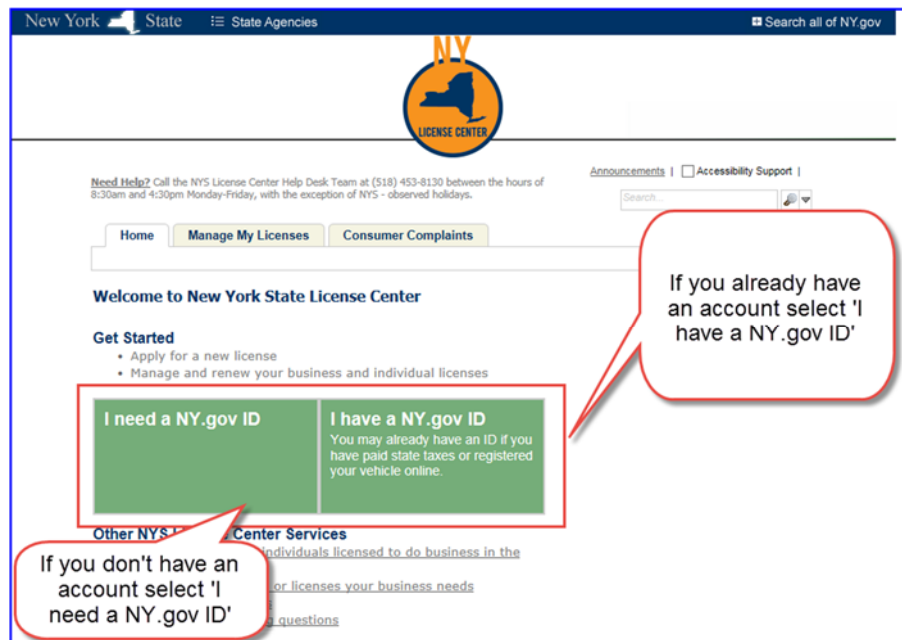
The NYS Department of State, Division of Licensing Services, is pleased to offer a fast and easy process for renewing your license in New York State. Please follow these simple instructions detailing the online process:

**Step 1:** Have you created your NY.Gov Account and claimed your appearance enhancement or barber license yet? If not, new users should follow instructions found at the following link:

<http://www.dos.ny.gov/licensing/LC-instructions.html>

For further instructions on claiming your record, click on the following link: [NY Licensing Center Claiming Record\(s\) Guide](#) or download the guide at <http://www.dos.ny.gov/licensing/appearance/appearance.html>

**Step 2:** If you have already created a NY.Gov account and claimed your license, please proceed to the following link to log into your account and begin the renewal process: <https://aca.licensecenter.ny.gov>; Select 'I have a NY.gov ID'.



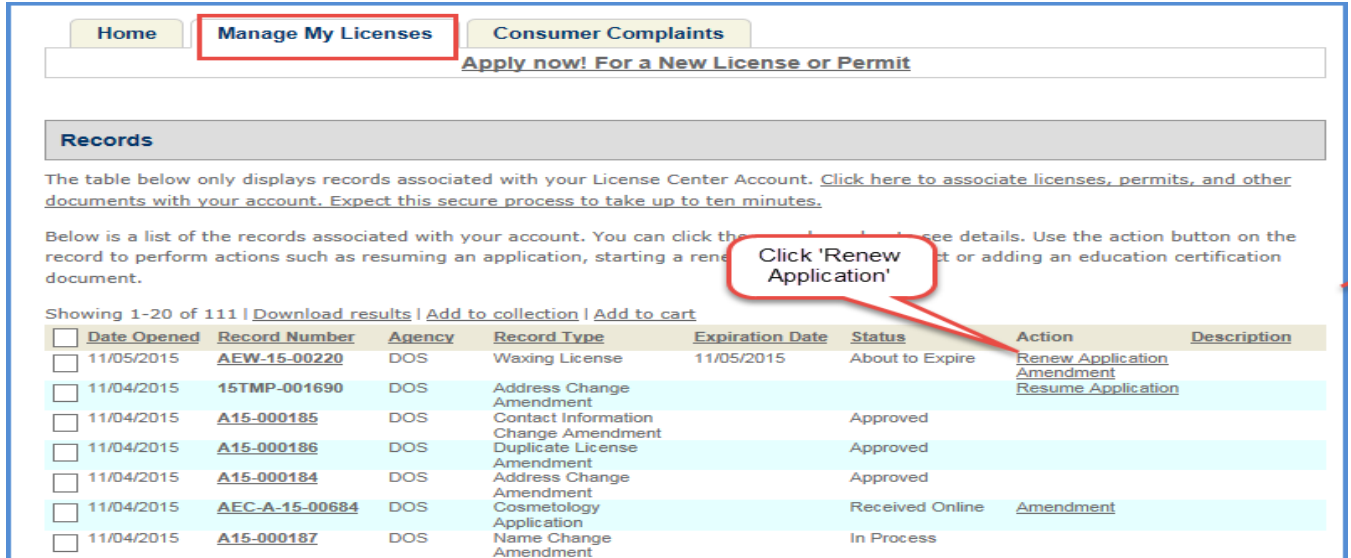
### A Division of the New York Department of State

Andrew M. Cuomo  
Governor

Rossana Rosado  
Secretary of State

**Step 3:** Once logged into your account, select the 'Manage My Licenses' tab and select the 'Renew Application' link for the record you wish to renew. Follow the online instructions to complete the renewal process.

For further instructions on renewing your license, click on the following Link: [NYS Licensing Center Renewal Guide](#) or download the guide at <http://www.dos.ny.gov/licensing/appearance/appearance.html>



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**Records**

The table below only displays records associated with your License Center Account. [Click here to associate licenses, permits, and other documents with your account. Expect this secure process to take up to ten minutes.](#)

Below is a list of the records associated with your account. You can click the record to see details. Use the action button on the record to perform actions such as resuming an application, starting a renewal, or adding an education certification document.

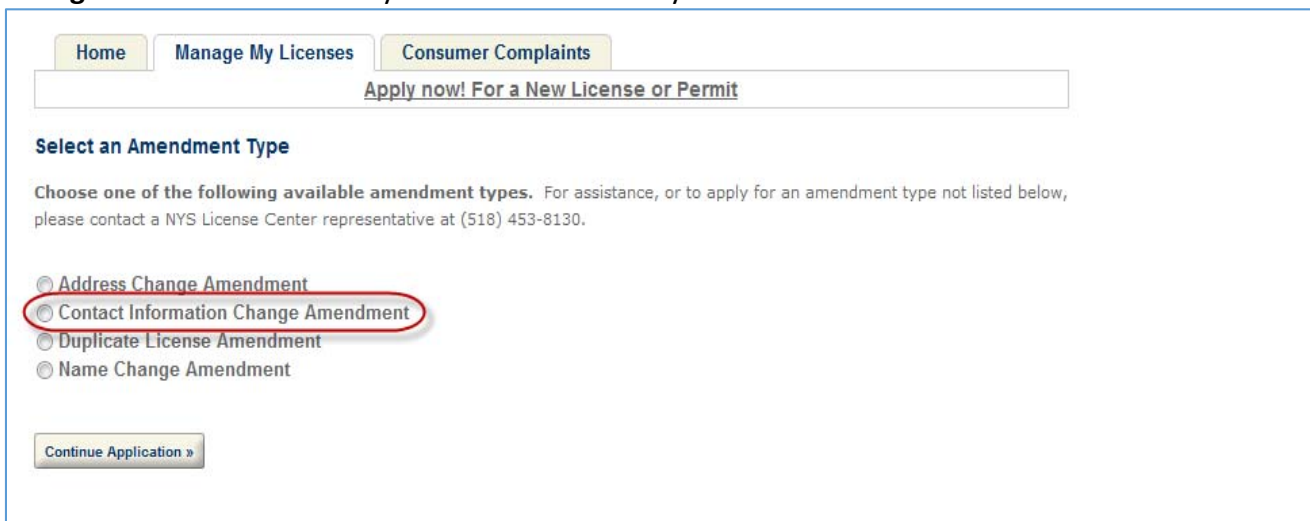
Showing 1-20 of 111 | [Download results](#) | [Add to collection](#) | [Add to cart](#)

<input type="checkbox"/>	Date Opened	Record Number	Agency	Record Type	Expiration Date	Status	Action	Description
<input type="checkbox"/>	11/05/2015	<a href="#">AEW-15-00220</a>	DOS	Waxing License	11/05/2015	About to Expire	<a href="#">Renew Application</a>	
<input type="checkbox"/>	11/04/2015	<a href="#">15TMP-001690</a>	DOS	Address Change Amendment			<a href="#">Amendment</a>	<a href="#">Resume Application</a>
<input type="checkbox"/>	11/04/2015	<a href="#">A15-000185</a>	DOS	Contact Information Change Amendment		Approved		
<input type="checkbox"/>	11/04/2015	<a href="#">A15-000186</a>	DOS	Duplicate License Amendment		Approved		
<input type="checkbox"/>	11/04/2015	<a href="#">A15-000184</a>	DOS	Address Change Amendment		Approved		
<input type="checkbox"/>	11/04/2015	<a href="#">AEC-A-15-00684</a>	DOS	Cosmetology Application		Received Online	<a href="#">Amendment</a>	
<input type="checkbox"/>	11/04/2015	<a href="#">A15-000187</a>	DOS	Name Change Amendment		In Process		

- Please note, if you need to perform a name or address change for your license, please select the 'Amendment' link to change this information **prior** to renewing your license.

<input type="checkbox"/>	Date Opened	Record Number	Agency	Record Type	Expiration Date	Status	Action	Description
<input type="checkbox"/>	01/22/2015	<a href="#">AEE-15-00002</a>	DOS	Esthetics License	01/22/2019	Active	<a href="#">Amendment</a>	

- To receive email regarding your license, select the 'Amendment' link and select the 'Contact Information Change Amendment' to add your email address to your license contact information.



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**Select an Amendment Type**

Choose one of the following available amendment types. For assistance, or to apply for an amendment type not listed below, please contact a NYS License Center representative at (518) 453-8130.

Address Change Amendment  
 **Contact Information Change Amendment**  
 Duplicate License Amendment  
 Name Change Amendment

[Continue Application »](#)

- If there are deficiencies within the renewal application, you will receive an email requesting additional information; otherwise, allow three weeks to receive your license. **Please keep your email address current with our office** to ensure you receive updated information regarding your license.

NYS Department of State, Division of Licensing Services, [www.dos.ny.gov/licensing](http://www.dos.ny.gov/licensing)